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Approved For Release 2001/07/12 : CIA-RDP86B01053R000100040022-7

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EO/OD/A:JSW/tkl

24 September 1953

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MEMORANDUM FOR: Deputy Director (Plans)
Deputy Director (Intelligence)
Director of Training
Assistant Director for Communications

SUBJECT : Policy Concerning Release of Funds from Agency
Reserve for Contingencies

1. In ~~connection with~~ recent discussions at the Bureau of the Budget, it was indicated that certain information would be required *in connection with Agency requests for* when processing requests for release of Fiscal Year 1954 funds from the Agency reserve for contingencies. The provision of data required by the Bureau of the Budget and all other pertinent information will assist in expediting such requests both with the Agency and at the Bureau of the Budget.

2. The specific information requested by the Bureau of the Budget is as follows:

- a. Is the project or activity new?
- b. Was the project or activity included in the original program for Fiscal Year 1954, but eliminated in the reprogramming?
- c. Was the project or activity included in the Fiscal Year 1954 revised program?
- d. If the project or activity is new, an explanation should be furnished of the factors *which prevented its inclusion in the Fiscal Year 54* which necessitate its present accomplishment. *Program*
- e. If the project or activity was included in the original program for Fiscal Year 1954 and was eliminated in the reprogramming, information should be included indicating the reason why relative priority has changed and why it is ~~now~~ given a new significance

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f. The request should include an analysis of why the cost of the project or activity can be ^{not} absorbed within the present allocation *of fiscal year 1954 funds.*

2. It is the intention of the Bureau of the Budget that ~~this~~ ^{Agency}, even after having ~~requested~~ ^{received} approval for projects or activities ~~to~~ be financed out of the reserve and that the Agency ~~shall~~ ^{under its normal budget} absorb the costs under its normal budget. ~~if~~ ^{if} after re-examination of obligations and expenditures toward the close of the Fiscal Year indicates that such absorption can be accomplished, This Office will assist in whatever way possible in preparation of appropriate data ~~to submit~~ ^{for} to ^{the} the Bureau of the Budget, where it is deemed necessary that ~~release of~~ ^{release of} funds be secured, ~~release of funds~~ from the Agency reserve. ~~will be secured from the Bureau of the Budget.~~

of a project or activity, which has been allocated reserve funds,

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2. ~~it is~~

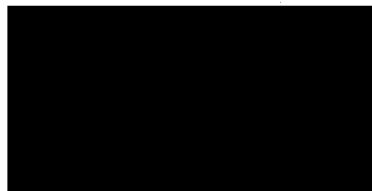
~~justification for~~
~~absence of funds~~

2. ^{of} ~~when~~ ~~request~~ funds
~~are~~ are requested
to finance projects ~~it~~
included in the
original FY/84
program it will
be necessary to
indicate why the
project was
excluded in the
re-programming

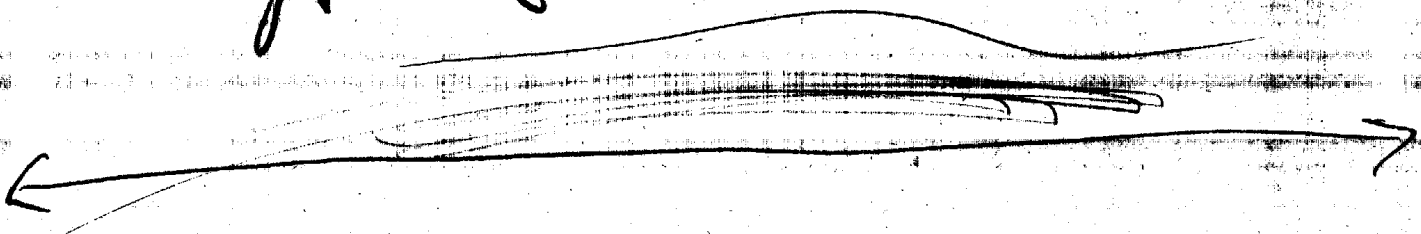
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*and why it is
believed that it should
now be undertaken.*

*On one corner it
will be necessary to
indicate why the
new project cannot
be financed with
an agreed allocation
of funds.*



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1. Par 2 (~~was~~ insert)
 2. ~~But~~ Elude Pa 3.
 - 3 office of Controller (Pa 3)
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(SENDER WILL CIRCLE CLASSIFICATION TOP AND BOTTOM)

CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO		INITIALS	DATE
1	Acting Deputy Director		
2	(Administration)		
3			
4			
5			
FROM		INITIALS	DATE
1	Comptroller	<i>SAA</i>	8/20/53
2			
3			

<input type="checkbox"/> APPROVAL	<input type="checkbox"/> INFORMATION	<input checked="" type="checkbox"/> SIGNATURE
<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> RETURN
<input type="checkbox"/> COMMENT	<input type="checkbox"/> PREPARATION OF REPLY	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> RECOMMENDATION	<input type="checkbox"/> FILE

Remarks:

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